

Members Present: Petty, Thurow, Kent

Absent:

Others Present: Mayor Palm, Adm. Downing, Adm. Geick, E. Truman, B. Zeman, C. Haggard, W. Peterson, T. Pinion

Call to Order –Ald. Petty called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Kent to approve the minutes of November 26, 2019 and carried unanimously. Moved by Kent, seconded by Thurow to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Thurow, seconded by Kent to recommend to Council for approval of the accounts payable for **\$492,125.55**. Motion carried unanimously.
- b) **Approve contract with Donohue & Associates, Inc. for the construction administration services of the Oak Street Booster Station Electrical Upgrade for the not to exceed amount of \$23,255.** W. Peterson explained that because they had not previously worked with Donohue & Associates, Inc., they did this as a two-phase project. Because Donohue & Associates, Inc. did such a great job with the design and bidding phase of the project, they did not solicit other firms for the construction administration services. Their proposal is well within the market range for construction. Moved by Kent, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- c) **Approve the low bid of Pieper Electric in the amount of \$247,748 for the replacement of the electrical system of the booster station.** W. Peterson noted that 4 bids were received for this project. The bids included the Base Bid, an Alternate 1 which eliminated the generator and Alternate 2 which installs a new driveway for the generator. Because the bids received were within the estimated amounts, Alternate 1 will not be pursued. It's recommended we accept the bid from Pieper Electric for the replacement of the electrical system and the installation of a new driveway to the new generator (alternate 2) for a project total of \$247,748. Moved by Thurow, seconded by Kent to recommend the low bid of Pieper Electric to Council for action. Motion carried unanimously.
- d) **Approve the contract with SEH Inc. for the Baraboo Utilities Design services of the WisDOT Hwy 33 reconstruction in the amount of \$99,500.** W. Peterson reminded the Committee that the DOT is planning to reconstruct Hwy 33 within the next few years. Because the utilities are stand-alone under the highway, any changes we would like made with the project must have the engineering done separately. We then forward that information to the DOT to incorporate into their plans; it then becomes part of their construction plan. Six proposals were sent out, with 4 returned. Because the low bids lacked DOT experience, had weak proposals, and low availability of staff, W. Peterson is requesting that we move forward with SEH, Inc. Moved by Kent, seconded by Thurow to recommend contracting with SEH, Inc. to Council for action. Motion carried unanimously.
- e) **Approve the contract with Allen Steele Company Inc. for the construction of the Mill Race Water Main & Sanitary Sewer River Crossing Replacement at a cost of \$245,415.40.** W. Peterson explained that our current sewer and water crossing below the Manchester bridge was built in the 1930's. Because the existing sewer crossing is a single barrel and we are starting to experience some difficulties with the sewer siphon not working correctly, he is proposing we install a new dual-barrel. Because the water main lies right next to the sewer, he is proposing this be replaced at the same time. It's recommended that we accept the bid from Allen Steele Co. Inc. in the amount of \$245,415.40 for the directional drilling of an 8" dual-barrel sewer crossing, replacing the 6" water main, installing an additional 2" conduit, and replacing the additional 385' of water main east of the river. Moved by Thurow, seconded by Kent to recommend approving the contract with Allen Steele Company Inc. to Council for action. Motion carried unanimously.
- f) **Authorize Finance Director to combine the Economic Development Grant Fund 984 with the 1979 Community Development Block Grant (CDBG) Fund and name the new Fund the "Revolving ED Loan Fund 986.** C. Haggard explained that she is asking for permission to consolidate and rename these funds. Moved by Thurow, seconded by Kent to approve consolidating and renaming these funds. Motion carried unanimously.

Informational Items – Airport Financial Statements

Adjournment – Moved by Kent, seconded by Thurow and carried to adjourn at 6:19pm.
Brenda Zeman, City Clerk